



FULTON COUNTY CENTER FOR REGIONAL GROWTH

Fulton County Center for Regional Growth
Minutes of the Meeting of the Board of Directors

Friday – March 22, 2024 – 8:30 a.m.

34 W Fulton St & Zoom Conference
Gloversville, New York

Directors Present: Timothy Beckett, Terri Easterly, Dr. Leslie Ford, Warren Greene (video),
Kent Kirch, Geoffrey Peck, Denis Wilson, Jack Wilson

Directors Absent: None

Staff Present: Ronald Peters, Ken Adamczyk, Jenn Donovan, Desirée Perham

Other Attendees: Joe Semione, Director – Fulton County IDA Board
Scott Henze, Planning Director – Fulton County;
Susanne Collins, Vice Chair - Fulton County IDA Board;
Anne Boles, Exec. Director – F/M Chamber of Commerce;
Jeff Persch, Code Enforcer – Town of Johnstown

Public Session

Call to Order: 8:30 a.m.

I. Welcome and Call to Order

A. Kent Kirch called the meeting to order at 8:30 a.m.

II. Roll Call

A. Roll call was taken by Desirée Perham. A quorum was present.

III. Meeting Minutes

- A. The Chair asked the Board to review the February 23, 2024, CRG Regular Board Meeting Minutes. It was noted that a couple of minor edits were made to the original emailed draft. The changes did not impact context and were made prior to this meeting. Jack Wilson moved a motion to approve the minutes as revised from email draft, and Dr. Leslie Ford seconded the motion. No additional changes were suggested. The majority vote was in favor and the motion passed. Geoffrey Peck and Terri Easterly abstained.

IV. Announcements

- A. None

V. Reports

A. Chair Report – (Kent Kirch)

1. Copies of a one-page handout summarizing CRG's economic impact in 2023 were provided to the Board. To help build CRG's brand, Board members were encouraged to hand out a sheet whenever anyone asks about CRG.

Conclusion of Chair Report

B. Committee Reports

1. Executive Committee

- a. This committee has not met since the last Board meeting.

2. Governance Committee

- a. This committee has not met since the last Board meeting. A Governance Committee meeting is planned for March 25.

3. Finance Committee (Kent Kirch)

- a. This committee met on March 19, 2024
- b. No significant issues to report.
- c. There was a loan pool review with one situation discussed and Ron Peters has the matter under control.
- d. More cash is on hand and available to invest in a higher yield account. The committee plans to have a bank manager in to discuss an investment structuring plan for CDs, so they mature at different times.

4. Audit Committee

- a. This committee has not met since the last Board meeting.

5. Membership Committee (ad hoc) (Kent Kirch)

- a. This committee did not have a meeting this month.

Conclusion of Committee Reports.

C. Membership & Marketing Report

Ken Adamczyk: (Report was included with board package)

1. Google My Business results are steady and showed 19 new people visited CRG's website and 217 new people found CRG's site using Google.
2. Jenn Donovan has been assisting with Public Service Announcements. In March, a Leap of Kindness Day/donations article was published in the Leader Herald and an article on the development of route 30A regarding the Johnstown Commerce Park site and the state funding received.
3. The January MEG business training is complete, numbers were shown in report. June training is scheduled, and people are registering, including one from another County.
4. Programs and events took place throughout the month:
 - a. The MVREDC Catalyst Grant was approved, and the State is working through details of the program rollout.
 - b. The *Initiatives Guide* is being sent to site selectors and will also be handed out at the Site Selectors Guild Conference in April.
 - c. CRG had a table at the Chamber Business event, which was enormously successful.
 - d. Expertise Project students toured the Global Foundries site but were not allowed to video. The tour was a great experience, and adult employees made a well-crafted effort to reach out to the students about career opportunities.
 - e. NYATEP Advocacy Day gave CRG the chance to push some of the work force development opportunities available. Another work force event attended was the NYATEP Youth Practitioners Conference. CRG is making great strides with statewide work force agencies and organizations.
 - f. CRG met with NBT about a Nano half-day summit in the fall. Several players are involved in Fulton and Montgomery County.
5. Facebook tracking was shown in the report and the numbers look good.
6. Membership is close to last year at this time and more are still being received.
7. There was a lead forwarded to the IDA for the Crossroads Business Park.

Conclusion of Marketing and Membership Report.

D. Gloversville Downtown Development Specialist Report

Jenn Donovan: (Report was included with board package)

1. Other PSAs in the Leader Herald were noted. One on CRG being at the Expo, another press release on the Glove Theatre, and one for the DDS's March 30 event downtown.
2. A flyer was handed out to the Board on the March 30 downtown event. An up-and-coming jazz band, the NoLoNauts, will be performing at the Glove Theatre and prior to the show will perform a 2nd line stroll encouraging public participation. Food trucks will be on site and shopping downtown will be encouraged.

3. Food truck Fridays will return this year and a flyer was shared with the Board. Next year St. Thomas Square Park should be operational and there will be a new version of Food Truck Fridays. For continuity, it was decided it should be offered again this summer as it has operated in the past.
4. A third flyer shared was with the Board on the Business Break. This is a networking opportunity for businesses, and this is the third monthly event. It will be held in the evening, 4-6pm at EmpowHERing Designs on April 11.
5. Bids are being sought for one of the smaller GRIP projects in the DRI, the bid opening is April 10. The Schine project is out to bid with a bid opening on April 24. The two parks are slated to go before the Planning Board on April 2nd and hopefully out to bid in May.
6. Assistance has been provided to the City of Gloversville on the EPA Environmental Justice Grant with community meetings and identifying projects to include.
7. A National Grid Grant application for \$250,000 is being submitted to aid with the St. Thomas Square project.

Conclusion of GDDS Report.

E. Chamber Report

Anne Boles - Chair of the Chamber Board

1. The Chamber thanked CRG for the accolades on the Chamber Business Expo. Thirty-four vendors were available and around 150 people were in attendance. The award ceremony was combined with the Expo and the plan is for this to be an annual event.
2. The Chamber can schedule a tour of the BOCES and CTE programs for anyone that is interested. Twenty-seven programs are offered through CTE and PTECH. The students are passionate and professional and provided a dynamic menu for the event.
3. The Chamber partners with HFM BOCES on work force development efforts. The Chamber attended the Youth Practitioners Conference as an educational opportunity and to network with other work force contacts. FMS Workforce Solutions and CRG were in attendance as well.
4. PTECH will be celebrating ten years of programming this fall. An announcement will be forthcoming, and the celebration will be held at the FMCC Allen House.
5. A new recruitment video was produced for students interested in the PTECH program and featured Upstate Coffee and the intern that became an employee. It gives students a chance to understand alternative learning and project-based learning options.
6. The Chamber has brought back the Young Professional Group and will coordinate with Board Members in the age category. A networking event for young professionals will be held on April 25 at the Bridgewalk at 4:30 p.m.
7. The Chamber is working regionally on a Clean-up Day and there are three local groups, CRG is one of them. The kickoff press conference by MVEDD is on April 15 at 10 a.m. in the FMCC Allen House. April 20 is the planned clean-up day for most teams.
8. Upcoming ribbon cuttings include FMCC celebrating their partnership with UAlbany on March 26 at the FMCC Allen House and Let's Twist Again Diner on April 9.
9. Lobby Day was attended to advocate for local businesses along with the Capital Region Chamber and the National Federation of Independent Business (NFIB). Multiple concerns were discussed with the local legislators present.

10. Anne Boles was appointed to the Mohawk Valley Regional Economic Council (MVREDC) to represent the Chamber. She has been traveling around the region to make connections and align with other chambers.
11. Montgomery County will hold their State of the County address on April 11.
12. PTECH is holding a prospective student night. Anyone interested in being a mentor at Workplace Wednesdays should let the Chamber know.

Conclusion of Chamber Report

F. Fulton County

Scott Henze – Fulton County Planning Dept.

1. The County signed off on two advances for the Johnstown Commerce Park, \$50,000 and \$215,000 checks have been issued to CRG.
2. Recent grant applications submitted include a Congressional Project Funding request for \$10 million for the Fulton County sewer district #5 and a Northern Border Regional Council application for up to \$3 million for the Great Sacandaga Lake Visitor Center (GSLVC) Project.
3. The schematic design phase of the GSLVC project is being finalized with the Phinney Design Group. Also conducted value engineering exercises to manage the project cost.
4. The Board asked if all directors received a letter concerning the MRB group who is the consultant for the development of the County Strategic plan. The County responded that MRB is using a survey method to conduct a SWOT analysis and the letter was to notify recipients that the survey will be forthcoming. A select group of individuals throughout the County will participate but it is okay to discuss with others.

Conclusion of County Report.

G. Fulton County IDA

Joe Semione – IDA Board of Directors

1. Nexus Renewables has obtained a required easement for a solar project in Tryon on land not usable for sites.
2. Winstanley was sent information on the NY Loves Nano website to show them another place they can market sites that fit the profile.
3. Emergency repairs were completed on the back-up generator at the Tryon wastewater pump station.
4. A 25-acre parcel in the Crossroads Business Park is being listed with Howard Hannah. CBRE will prepare an appraisal. The IDA is working with the city to rezone the parcel as residential so housing can be developed on the site.
5. The IDA audit was completed with an unmodified opinion which is the best possible review and approved by the IDA Board along with the IDA's annual report.
6. The IDA was able to give the County \$25,000 toward the \$100,000 project to develop a County Strategy Plan.
7. It was noted that the IDA also has cash to invest and has used Treasury Bills at 4-5% and CDs that are staggered at 3-, 6-, 9-, and 12-month intervals. Rates are checked every 3 months, and this information could be shared with CRG to prevent a duplication of effort.

Conclusion of IDA Report.

H. City Reports -

1. Gloversville
 - a. No in person report this month.
2. Johnstown
 - a. No in person report this month.

Conclusion of City Reports.

VI. ***President and CEO Report***

Ronald Peters:

A. Business Update

1. Resolutions - A quorum was present for reviewing and voting on resolutions. Copies of the resolutions were provided to the Board for review prior to the meeting and shared during the meeting. The Chair, Kent Kirch, introduced the resolutions.
 - a. **Resolution to acknowledge and accept the CRG 2023 Audit.**

Mike Rossi from West & Co was very pleased with the audit outcome as presented at the last board meeting. The Board was given time to review the audit leading up to this meeting.

Motion: Denis Wilson moved a **motion to acknowledge and accept** the 2023 audit as written in the resolution and Terri Easterly seconded the motion. There was no additional discussion.

Vote: The motion passed unanimously by the members present.
 - b. **Resolution to approve the Federal Tax Form 990 provided by West & Co for submission to the IRS.**

The 990 form was also reviewed in the last meeting and the board had time to review the form. There was a minor change made to one of the boilerplate descriptions that did not impact the numbers at all.

Motion: Dr. Leslie Ford moved a **motion to approve** CRG's tax form 990 for submission to the IRS as filled out by WEST & Co. and Geoffrey Peck seconded the motion. There was no additional discussion.

Vote: The motion passed unanimously by the members present.
 - c. **Resolution to approve a membership application to CRG.**

Delaware Engineering applied for Tier 3 membership. This is the company that will be conducting the engineering study on the Johnstown Commerce Park site. They are based in Albany.

Motion: Timothy Beckett moved a **motion to approve** the membership application as written in the resolution and Warren Greene seconded the motion. There was no additional discussion.

Vote: The motion passed unanimously by the members present.
2. Grant Programs
 - a. The Fast NY grant of \$65,300 was received and was the last piece of funding needed to cover the engineering costs of \$258,000.

- b. The County and CRG discussed options for applying for a ten-million-dollar EPA grant. It is a new type of EPA grant, an Environmental and Climate Justice Community Change grant. One option is for the City of Gloversville to apply for a 10–20-million-dollar grant and the other is to have the County submit a grant for a one item sewer line. It was decided the City should go for the grant and the County and CRG will support them as they are in a better position to move forward. The sewer line project was not an ideal fit for the grant requirements.
 - c. A meeting was held with the Mayor of Johnstown to review potential sites to be considered in the next EPA Assessment Grant.
 - d. The EDI-Community Project Funding grant is complete and waiting on close-out procedures from HUD.
 - e. Workforce Development Grant announcements will be made in early April and CRG will review and apply if there is a fit.
3. Business Marketing
- a. The loan that had some issues is being reviewed by attorney Mike Albanese. On a positive note, a commitment letter was received that may take out this loan. This is still under review.
 - b. The Lantini's are taking their second draw from the City of Gloversville Loan Fund.
 - c. Ron Peters met with the NYS Job Development Authority (JDA) to see about increasing the loan pool financing. They offered half a million dollars at one percent, and this was turned down. CRG is looking for grant money that does not need to be paid back. The JDA will investigate grant options over the next 90 days. The one percent money could be considered for a larger project in the future.
 - d. The Mohawk Valley Brownfields Developer Summit is ahead of last year's registration numbers. Hope Knight, Commissioner of ESD is a keynote speaker. The CRG team puts a lot of effort into this Summit. The Board was recommended to register and attend if possible.
 - e. Fashion Tanning's final water sample analysis was received with positive results. The final redevelopment plan for Fashion Tanning was received from the EPA and is under review. The Board asked if an estimate was received for the drum removal. It was received and is very reasonable, a proposal has been submitted to the EPA for funding the drum removal. It may be 80% funding, but CRG will push for 100%. It will be three months before an announcement will be made.
 - f. CRG is waiting to hear from the state on the \$600,000 work force development grant request. It is part of a larger ten-million-dollar grant that the State is still getting their arms around, CRG hopes to hear soon so project work may begin.
 - g. A C. S. Arch networking event was attended, and some good contacts were made. C.B. Richard Ellis gave an excellent market presentation on retail industrial investment in the area, predominantly in the Capital Region.
 - h. Ron Peters was invited to meet with the Canadian Consulate and had a chance to speak with Governor Hochul about the DRI project. The Canadian Consul General was informed of opportunities in Fulton County that could be shared with Canadian businesses looking to make that connection. Also met with the Canadian representative to Washington.

4. Business Inquiries/Business Leads
 - a. One RFP was received and could not be accommodated due to the request for existing buildings with a high square footage, one at 250,000 and another 600,000.
 - b. CRG is looking for additional businesses to fill in the Nano Loves NY tech map gap between Albany and Syracuse/Utica. Currently, four locations are shown for Fulton County.
 - c. The CRG/IDA/County/County Planning meeting did not take place this week.

5. Miscellaneous
 - a. As the single member entity of FCCRG Projects LLC, an update was provided by Ron Peters at the request of the CRG Board and no FCCRG Projects LLC Board meeting will be held in March.
 - i. A contract was signed with Delaware Engineering and an engineering kickoff meeting will be held in the next few weeks. Work is expected to begin in 45 days. As many parallel paths as possible will be used to optimize the project timeline.
 - ii. The property has been posted with no trespassing signs. CRG's insurance company toured the site.
 - iii. CRG submitted invoices to the County for the \$215,000 which will be processed as one lump sum and placed in a special account.
 - b. The Board commented that Ron Peters did a good job aligning his goals with the CRG organizational goals.
 - c. The President & CEO noted that CRG is under contract to the County to provide marketing and that certain activities need to take place to meet those obligations. He also pointed out that CRG needs to stick to its mission as an economic development organization, helping businesses to grow and expand through job retention and job creation. CRG also needs to continue to seek out grants to support these efforts.
 - d. The Board stated that the new CRG office location is not a strategic new project, but more of a maintenance item and should be moved to Management and Budget on the goals sheet. CRG will make the change.
 - e. The board referred to the CRG Board 2024 Strategic Goals Discussion handout dated 02/23/24 to review the latest goals proposed for the organization. As a recap, the Board was reminded that they worked to reduce the number of goals to three and ended up bundling items into three categories: Projects, Workforce, and Collaboration.
 - f. General reactions were requested, noting that adjustments can be in the future if needed.
 - i. The term "continue current efforts" is more of a place holder and weak as a goal. It should be more specific or removed. The Board agreed to delete this.
 - ii. Under grants, bullets should be added for new grants and for the current State Workforce grant through MVREDC to be finalized.
 - g. Denis Wilson **moved a motion** to finalize the organizational goals as amended above. Dr. Leslie Ford seconded the motion. The Board was asked if the goals would be reviewed on a regular basis. It was stated that the plan is to review them at each monthly meeting. As there was no further discussion, a vote was called, and the motion passed unanimously.

- h. The April 15th Joint Meeting is being worked on. The main goals are to find new ways the three organizations can work together and to identify a project the three can work on together. There will be a short time dedicated to introductions but most of the time will be spent on brainstorming the goals.
- i. The board acknowledged that they reviewed the Mission Statement and Performance Measurements as prepared for submission to the ABO. A **motion was moved** by Jack Wilson to accept the Mission Statement and Performance Measurements document. Timothy Beckett seconded the motion. There was no additional discussion and the motion passed unanimously.

Conclusion of the President and CEO Report.

VII. Adjournment to Executive Session

- A. An Executive Session was not required.


VIII. Wrap Up

- A. None.

IX. Adjourn Meeting

At 9:26 a.m., Geoffrey Peck moved a **motion to adjourn** the meeting which was seconded by Timothy Beckett and passed by all present.

Respectfully Submitted,



Terri Easterly, Board Secretary



Date

